



## MINUTES OF PARISH COUNCIL MEETING

Held at the Community Centre on:  
**Wednesday 19 June 2019 at 7.30pm**

### **1. ATTENDANCE**

Parish Councillors present: Cllrs Bradford, Hooper (Chair), Jameson, Roberts, Smith and Watson.

Clerk: S. Kent

Apologies for absence were accepted from Cllrs Huxtable, Starking's, Gates and Lawrence.

Five members of the public were present.

### **2. DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND AND DISPENSATIONS**

### **3. MINUTES OF PREVIOUS MEETING**

To confirm the accuracy of the minutes of the Parish Council meeting held on 15 May 2019 were AGREED.

Proposed Cllrs Bradford seconded Cllr Roberts.

### **4. PUBLIC FORUM**

4.1. A report from County Councillor Haydn Thirtle was received with Carers week highlighted.

4.2. Great Yarmouth Borough Councillor Andy Grant gave a verbal update on current GYBC projects progressing. Cllr Grant informed Council Borough Councillor Mogford had sent his apologies.

4.3. Police newsletter and statistics were noted.

4.4. Reverend Steven Sivyer raised the suggestion of change in location for the 'Remembrance Sunday' service. The Primary school was suggested as an alternative venue.

4.5. A member of the public addressed the council in relation to drain problems in the village and footpaths which require cutting.

### **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

5.1. Back lane pond bench installation – Cllr Bradford/Starking's. The Clerk confirmed the bench had been ordered and is ready for installation.

6. **CO-OPTION TO VACANT POSITION OF COUNCILLOR** were noted. Advertisements will go out shortly.

### **7. CORRESPONDENCE**

7.1 Email: James Paget University Hospital Update. Noted.

7.2 Email: Consultation the extension of Public Spaces Protection Order no.1. Noted.

7.3 Email: Invitation- CPRE Rural Housing Conference. Cllr Hooper and Clerk to attend.

7.4 Letter: Grass-cutting. Response sent.

### **8. PLANNING**

8.1 Applications received from GYBC for comment:

06/19/0297/F Single Storey extension, 51 Thurne Rise, Martham, NR29 4PU.No objections.

8.2 Applications received from Broads Authority for comment. Noted.

8.3 Notifications of decision. Noted.

### **9. FINANCIAL MATTERS**

9.1 Receive 2018/19 bank reconciliation with Income and expenditure to 31 March 2019. Noted.

9.2 Expenditure of £9192.26. Noted.

9.3 Internal audit report was received. Noted.

9.4 Annual Governance Annual Return 2018/19 was approved and signed by the Chairman and Responsible Financial Officer.

9.5 Community centre projector quotations were considered. It was AGREED to progress with option 3 at a cost of £359.00

10. **PARISH PATHS SEMINAR** - Cllr Jameson gave an update.

11. **REQUEST TO USE MARQUEE** - Summer Concert at Martham Academy on Thursday 11 July. AGREED.

**12. SIGNS**

**12.1. Proposed installation of Broads National Park road signs** – Cllrs AGREED to work with the Broads Authority and NCC Highways engineers to incorporate signs into village gateway signs to be erected.

**12.2. Agree car park sign painting** – Cllrs AGREED for the Small Works Party to progress with this work. The Clerk agreed to investigate specifications for Car parking space marking.

**13. COMMUNITY LAND TRUST** – Cllr Hooper gave an update on the current position and work of the trust. Cllr Roberts requested for a trustee to attend a council meeting to give a talk. Borough Councillor Grant AGREED to give a talk on the CLT in July. Cllr Hooper Proposed, seconded Cllr Jameson for Martham Parish Council to become a member of the Flegg Community Land Trust (CLT) contributing £500.00 in line with the other Northern Parish Councils.

**14. SMEE** – Cllr Smith gave an update on the planned guided walk and Scythe workshop.

**15. COMMUNITY CENTRE HIRE.** Further details were requested.

**CLERK**

**16. ADMINISTRATION** – The quotation for Community Centre noticeboard was considered. It was AGREED for a noticeboard to be installed to increase awareness of the good work council do. Further consideration given to a variety of materials used and cost attached to this.

**CLERK**

**17. HIGHWAYS - RE: DRAFT ORDER: E/3790 - PROPOSED STOPPING UP OF HIGHWAY.** Noted.

**18. ITEMS FOR NEXT AGENDA**

CLT Talk – Great Yarmouth Borough Councillor Andy Grant/Defibrillators/Hire of the Community Centre/ Communications Report/Health update.

Next Parish Council Meeting - Wednesday 17 July 2019 at 7.30pm.

Meeting closed at 8.40pm

<b>EXPENDITURE June 2019</b>	<b>Cost Centre</b>	<b>TOTAL</b>
G and H services	Road chippings	60
Viking	Stationary/Com Centre supplies	17.24
EKS	Litter Picking	£165.84
R Scott	Strimming and Litter picking	£319.50
Information Commissioner	Data protection/admin	40
P.James	Internal audit/admin	£292.50
URM	Glass Recycling	£27.00
Connevans	Hearing loop Community Centre	£1,360.65
Norse Waste Solutions	Bin rental and collection	£29.34
GYB Services	Tree works/Maintenance Village	£379.39
Martham Rec Ground	Community Centre/Insurances	£960.00
SSAF	Signage village maintenance	£90.00
Chapman Farms	Footpaths	£400.00
G and S Stores Ltd	Community Centre	£62.92
Konica Minolta	Printer Hire/Admin	£397.70
Staff	HMRC/Pensions/Salaries	£4,208.48
Wave	Water Bill Community Centre	£69.83
Wave	Water Bill Community Centre May	£198.40
wave	Water Bill Back Lane	£37.17
BT	Telephone	£76.30
<b>Total</b>		<b>£9,192.26</b>

Signed .....Chairman

87/June 2019